

Finance Committee
June 1, 2021
6:00pm - City Hall Council Chambers

Chairman Ptak Called the Meeting to order at 6:00pm

ROLL CALL

Present: Chairman Ptak, Aldermen Demes, Reynolds, Jeppson

Excused Absence: Aldermen Lavieri

Others Present: Deputy Clerk Brent Bader, Finance Director John Duncan, Alderman Bacidore, Economic Developer Leah Inman, Aldermen Crane

A quorum was present.

Moved by Aldermen Herndon and seconded by Aldermen Jeppson to approve and place on file the minutes of the Finance Committee for May 17, 2021.

Each and every aldermen has a copy.

Voice vote, all ayes. Motion carried.

Aldermen Herndon questioned a monthly charge from Clegg & Perkins. He was concerned that the city just paid a \$6,000 bill to them for annual maintenance and there is another \$10,000 charge.

Aldermen Crane discussed how the annual maintenance used to be done but city employees were usually just wiping the lens. Aldermen Crane stated how the processor and any parts inside the street lights can definitely be expensive but shouldn't be a yearly maintenance that is hired out.

Finance Director John Duncan joined the discussion and did verify that the state does reimburse the city for 75% of the costs for lights at the intersection of 3rd and 5th street. Annual maintenance that we are mandated by the State of Illinois.

Some of the city employees from the water treatment plant do work on the lights when they know what is needed to fix them. John was unable to answer the reason as for what was going on with the lights and the expenses that have been happening in the last few months. Questions will be directed to the Street Supervisor Patrick Watson once he is in attendance tonight.

Alderman Jeppson questioned the overtime from the Fire Dept. He assumed it was due to the department being one man down. Finance Director Duncan stated that since the approval from last meeting to hire a candidate, the department would be able to catch up and the overtime will begin to subside. Current candidate completed his breathing test. He also just passed his drug screen and physical. New hire is Hunter Thurman. He will be beginning his first full shift on Father's Day. One more payroll with overtime but the end is near with overtime.

Chairman Ptak questioned the Microsoft Exchange server charge from Connecting Point. Deputy Clerk Bader through updating one of the City's exchange accounts and working with Connecting Point figured out that they should have been paying for these licenses over the last 3 years. Connecting Point had not made the City aware they should have been purchasing the licenses prior to the new one. Finance Director Duncan and Deputy Clerk Bader hope to come back to the council at a later date with more discussion pertaining to this topic.

Aldermen Crane discussed the Lawn Care fees that have been paid out. He is upset to see thousands of dollars getting paid out when it used to be an in-house job to cut and maintain the lawns in the city. The City currently uses Jake's Lawn Care, twice a month. Finance Director Duncan mentioned cost analysis was done a few years ago. The city decided to outsource the grass cutting and the city would not need as much manpower and equipment. Jake's was a low bidder at the time when they bid out two years ago. The city at the time was unable to keep up with workload and work orders. It was more cost effective then hiring out a part timer for summer time when it's just a seasonal thing. Aldermen Crane expressed his interest in opening up the grass cutting job opportunities to high school kids again for summer help.

Aldermen Crane questioned if the city is low on man power. He mentioned how the city is hiring out for traffic light maintenance and lawn care and these were jobs in the past that were done in house. Summer help and lawncare is a great opportunity for high school kids and summer help.

Chairman Ptak then questioned Dave Margis' role who works part-time cutting grass. John stated that Margis does city owned properties, city hall, and grass complaints. Grass complaints get a \$190 charge to the homeowners' utility bill or onto the lot.

Patrick Watson joined the discussion and stated how Clegg Perkins has to do this street light work because a certification is needed to complete certain jobs. The state hires them because they are required to do the control box cleaning at their state intersections that the city only owns 25% of.

Chairman Ptak discussed a request for a monetary donation towards the Illinois Valley YMCA's Strong Kids Campaign. Aldermen Demes questioned if this was ever done in the past. Finance Director Duncan looked it up and there has not been a monetary donation since 2013 to the YMCA. The council denied this request.

Voice vote, all ayes. Motion carried.

Aldermen Ptak discussed the renewal of the request for a \$100 sponsorship with LaSalle Little League for a sponsorship sign in Hegler Park.

Voice vote, all ayes. Motion carried.

Aldermen Ptak discussed the recommendation to approve and accept a Redevelopment Incentive Program grant totaling \$2,482 for Danielle and Ryley Bunzell for premises

located at 414 First St. This money would be to purchase a new awning for the front of the building.

Voice vote, all ayes. Motion carried.

Chairman Ptak asked Street Supervisor Watson to speak in regards to what will be for sale at the City Vehicle and small equipment sealed bid sale. Watson ran through some of the vehicles that were going up for auction. An ad would be placed in the paper and shared on Facebook. The city plans on numbering each vehicle and placing a minimum bid on them. If the minimum bid does not get met, the lowest bid could come to the council for discussion if they would like to accept that next possible bid. Patrick hopes to be available one Saturday soon to be at the lot and let people look over before the auction opens up.

Aldermen Herndon questioned if the city should be stripping down some parts and pumps from some items that they may be selling. Street Supervisor Watson stated that the city would not be missing out on any parts or pumps if they did not strip them down and sell them as is.

Street Supervisor Watson spoke in regards to the trade of two lawnmowers to Smith Sales and Service for one new lawnmower. One is 20 years old and one is 15 years old. Aldermen Crane discussed there was an eXmark trade-in program. The council agreed that it would be a great idea to look into a trade-in program for the next new one that is purchased.

Chairman Ptak asked Finance Director Duncan to discuss what would be discussed with the draft budget. John discussed how it's important to go through the appropriations one line item at a time. The budget is in draft form now. It will be about a two-hour meeting. The City Council has until the second meeting in July to pass the budget. This allows everyone some time to look it over and share their input.

The Committee decided that they will meet Monday, June 7th at 4:30pm.

There were no more questions or comments from the public.

The meeting was adjourned at 6:27 p.m.

A handwritten signature in black ink that reads "Amy Quinn". The signature is written in a cursive, flowing style.

Amy Quinn, City Clerk